

Tab Divider #2 --- Your Home

*This is a voluntary soil removal project.
Property owners will be asked to volunteer to participate.
This portion of the guide provides information
on what will be done at each property.
It also provides a guide for allowing access
and working with the contractor
during this project.*

2. Your Home

Section 1: Participation in Voluntary Soil Removal Action

Benefits to property owners:

- Property access
information distributed
- Voluntary participation
- Resident Services
Program available for
quick problem solving
- Work Completion
Certificates provided

The EPA is planning to conduct the soil removal action on a voluntary basis---that is, each property owner can choose whether or not to participate. In order to conduct the action, the EPA will need permission from the property owner to take action on his or her property. If the property owner does not grant access, no soil removal actions will be taken on that individual property.

After the property owner agrees to participate, a series of activities will take place. The EPA will first make a schedule of properties to be addressed and will then contact each resident regarding any necessary property-specific arrangements. Before work begins, the EPA will document the current condition of the property. Photography and/or video taping will be used. Specific resident concerns can be considered at that time.

Work crews will remove the top 2 feet of soil using excavation equipment where possible, but also digging by hand when necessary. Sidewalks, driveways, fences, and other surface features may be removed as well. These will be replaced once the excavation is completed, and the property has been brought back to grade level with clean

soil. Temporary access arrangements will be discussed with individual residents to minimize any inconveniences. Once the excavation is completed, work crews will install a layer of geotextile fabric at a depth of approximately 24 inches. The fabric will be covered with clean soil backfill that will then be covered with clean topsoil. During the removal of the top 24 inches of contaminated soil, grass, shrubs, flowers, groundcovers, and other landscaping will also be removed. Landscaping will be replaced in coordination with the property owner. Each of these activities is discussed in more detail in Section 2.



Excavation equipment will be used where possible to remove top 2 feet of soil.

Tab	Section	Page
2	1	1
August 1998		

The Access Agreement

The Access Agreement is a standard form granting the EPA permission to come onto your property and conduct work. It also generally describes the actions to be taken by the EPA on that property. Before work begins in an area, property owners will be contacted and asked to sign and return an Access Agreement Form.

Problem Solving

We have established the Resident Services Program that provides a single person for you to contact about any problems with property damage or other incidents thought to be related to the work activities. The goal of this program is to give the personnel who are working on the project in your neighborhood the authority to resolve any situation that you might have. If, however, the situation is not satisfactorily solved through the Resident Services Program, then site personnel will work with you to refer it to the EPA for resolution.

The Resident Services Program Manager will be available to answer any questions you might have about the Access Agreement process, the work to be performed, or any situations that might arise during the soil removal action. If you have questions about the Access Agreement or anything else associated with this project, please feel free to contact Ursula Lennox, the Resident Services Program Manager, phone 1-800-533-3508 or 214-665-6743; address: U.S. Environmental Protection Agency, 1445 Ross Ave., Suite 1200, Dallas, TX 75202-2733.

Project Completion

After the soil removal action is completed at each property, there will be a closeout procedure that includes a final property inspection by the owner and project management. The property owner will be given information on measures to apply to maintain the effectiveness of the soil removal action. A Work Completion Certificate will be issued to the property owner.

Tab	Section	Page
2	1	1A
<i>December 1998</i>		

2. Your Home

Section 2: Soil Removal Action at Your Home

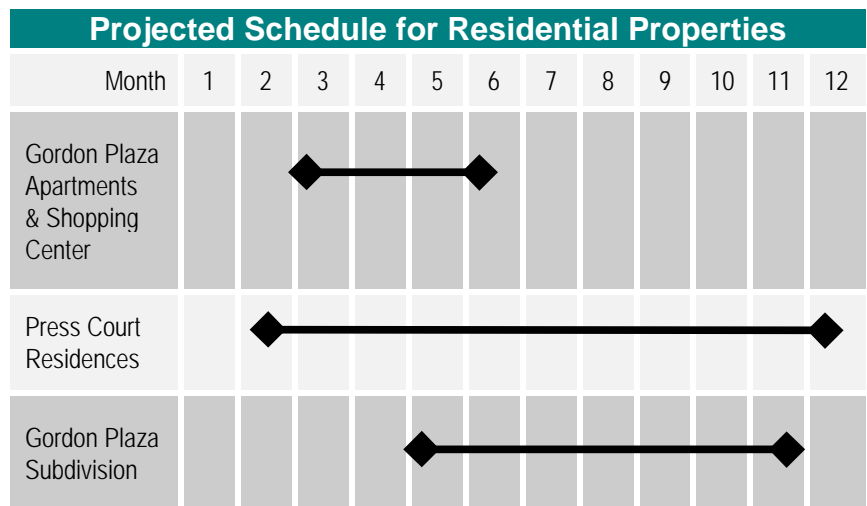
The EPA will provide that:

- Work completed at each residence in 2 weeks or less
- Most sidewalks and driveways replaced
- New landscaping includes similar plantings

The EPA is committed to performing the soil removal action on your property with as little disruption as possible to you and your family. At the same time, we will maintain the highest level of health and safety standards to protect your family and the workers during the project.

Projected Schedule

Soil removal at homes will typically follow a general projected schedule. These are estimated time periods for the work. We will keep you up to date on the status of our projected schedule as the work progresses. Actual schedules will be posted in the Outreach Office as they are developed. Residents will receive a visit from the Resident Services Program Manager approximately one week prior to the implementation of activities at your home. If you are home at this time, the representative will answer your questions; otherwise, a flyer with this information will be placed on your door.



Soil Removal Action Steps

Work at your home will generally occur over a consecutive 14-day period, barring delays caused by weather. The work at each home will consist of 6 steps:

1. Property Preparation
2. Driveway and Sidewalk Removal
3. Excavation and Soil Replacement
4. Landscaping and Yard Restoration
5. Driveway/Sidewalk Replacement
6. Final Detailing

Each of these steps is described as follows:

1. Property Preparation. This step involves surveying your property and marking the locations of underground utilities. With your cooperation, the physical condition of your home, both external and internal, will be documented (including photographs, videotape recordings, etc.). This documentation is done to ensure that no damage has occurred as a result of EPA activities. We will also remove fencing and relocate yard items to a place you designate. We will offer a secure place to store yard items at your request while we are working in your yard. Surveying and marking your yard could occur a week or more prior to the start of work in your yard. Removal of fencing and storage of yard items will occur during the first 2 days of work on your property.



2. Driveway and Sidewalk Removal. We anticipate the need to remove driveways and sidewalks from most properties, depending upon excavation activities. We will provide alternative means of access to your home as well as parking for vehicles during this period.



Driveway & sidewalk replacement are the final steps in the voluntary clean up.



Tab	Section	Page
2	2	2A
August 1998		



Top Photo: Excavated soil is transported for storage and disposal to approved landfill.

Middle Photo: Work crews prepare yard for restoration when excavation is complete.

Bottom Photo: Grass sod is installed as part of yard landscaping.

3. Excavation and Soil Replacement.

Excavation and replacement of the top 24 inches of soil will usually occur within the first 7 days of work at your home. We will use a variety of equipment, including small excavators, backhoes, loaders and dump trucks at your home. When we get near your house or utilities, we will usually hand dig soils in order to protect utility lines from any damage. In the event we must interrupt service, we will coordinate this closely in advance with you and the utility company so that service can be restored as soon as possible. The excavated soils will be loaded onto a small dump truck at your home and covered for transport to the undeveloped property. The undeveloped 48 acres will be used as the staging area. Excavated soils will be temporarily moved there until they are transported in large trucks for final disposal in an approved landfill. A geotextile fabric will be placed in the excavated area. This fabric will allow water to flow through freely but will keep soils and sand in place. The excavated soil will be replaced with clean soil. If soil replacement is not completed prior to work ending that day, a temporary fence will be placed around the excavated area.

4. Landscaping and Yard Restoration. After completing the placement of clean soils, grass will be replaced with grass sod. Landscaping will also be replaced. Grass restoration is expected to occur within approximately 5 to 14 days after excavation begins. Arrangements will be made to water your new lawn according to a schedule that is recommended by the landscape architect.

Tab	Section	Page
2	2	2B
August 1998		



Final detailing includes installation of fence and other yard items.

5. Driveway and Sidewalk Replacement. After clean soil is in place, work will begin on replacing any sidewalks or driveways that were removed. This process involves building concrete forms, pouring and finishing concrete, and allowing for the cure time. Usually you can walk on new driveways and sidewalks after 1 to 2 days. The curing process generally requires 7 days before cars can be driven on new driveways.

6. Final Detailing. Fencing will be replaced and yard items returned to their original positions during a 1 to 2 day period.

The overall process will take approximately 14 days, although yard landscaping may take longer. The following table provides a general projected schedule of a typical project involving an individual home.

Projected General Schedule for Individual Homes													
Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7	Day 8	Day 9	Day 10	Day 11	Day 12	Day 13	Day 14
Property Preparation													
	Driveway / Sidewalk Removal												
		Excavation and Soil Replacement											
						Landscaping and Yard Restoration							
							Driveway and Sidewalk Replacement						
											Final Restoration		

Landscaping

We realize that there are special concerns regarding the landscaping at your home. Each home has different types of landscaping, and our intention is to restore your landscape as closely as possible to its pre-removal action condition. To achieve this, a landscape architect will work with each homeowner prior to the start of the work. The landscape architect will survey the current condition of the yard and develop a design for replacement of the existing landscape. The landscaping will be replaced based on your signed approval of the design recommendations made by the professional landscape architect.

Press Park and Gordon Plaza Apartments and Shopping Center

The soil removal activities at the Press Park and Gordon Plaza Apartments and Shopping Center areas will involve the same steps as described in the section titled, "Soil Removal Action Steps." The primary difference is that the property owner rather than the residents will be consulted. This approach is necessary since a number of these units are not individually owned. The projected schedule shown below provides a general approach to the soil removal action at the Press Park and Gordon Plaza Apartments and Shopping Center.

Projected Gordon Plaza Apartments And Shopping Center Schedule							
Month	1	2	3	4	5	6	7
Property Preparation			◆—◆				
Fence and Sidewalk Removal			◆—◆				
Excavation & Soil Placement			◆—◆				
Landscaping & Yard Restoration					◆—◆		
Replace Fence & Sidewalks				◆—◆			
Final Restoration						◆—◆	

Tab	Section	Page
2	2	2D
August 1998		

2. Your Home

Section 3: Answers to Your Questions

Question: Why is contaminated soil being dug up and hauled away at residences but being left on the undeveloped 48 acres?

Answer: *The action on the undeveloped 48 acres takes into account that the property is currently not being used. Any development will require a reevaluation of its effectiveness based on the final site configuration and projected future use for the property. The action involves installing a containment cover of a geotextile fabric that will be covered with clean soil and seeded to prevent erosion. Use of this containment cover is a standard action for large abandoned areas. The fence will provide an extra measure of protection for the neighborhood until the soil cover is in place, and vegetation is established.*

Question: The action at the residential properties is to excavate 24 inches of soil, then install the geotextile fabric and 24 inches of clean soil. What happens when the utility and cable companies need to make repairs and have to excavate below the 24 inches of new soil? Will that expose the neighborhood to contaminants again?

Answer: *Agreements will be in place with the utility companies to ensure that the integrity of the soil barrier is maintained.*

Question: What will be done to control the rodents and wildlife from coming into the residential neighborhood when work begins on the 48 acres?

Answer: *The EPA is implementing a rodent control program developed by Dr. Bill Jackson, a leading expert in rodent control who is affiliated with Bowling Green State University in Ohio. This program is starting well in advance of the clearing work on the property and will consist of a combination of traps and controlled dispensers of pesticides. An information bulletin with additional information on this program is being provided to the community.*

Tab	Section	Page
2	3	3
August 1998		

Question: What costs must a property owner assume for the soil removal action at his or her property?

Answer: *None. The EPA has established a national policy that the average property owner who did not contribute to the contaminants will not be required to conduct or pay for a soil removal action. Property owners will be responsible for upkeep and maintenance after completion of their yards.*

Question: I have children and pets. What special steps should I take to protect them during the soil removal action at my home?

Answer: *Work crews will take special precautions to provide dust control, so that routine housekeeping should be sufficient to protect your family. It is advisable to keep children and pets away from machinery and construction areas because of potential safety hazards.*

Question: I own a multiple family dwelling. Can you help me communicate with my tenants about the project and the steps they need to take to cooperate?

Answer: *Yes, we can. The Resident Services Program can give you the support you need to communicate with your tenants. The EPA, the Corps, and IT CORP. field personnel are committed to help communicate this important information. At your request, we can schedule additional informal one-on-one meetings or presentations to larger groups.*

Question: Where can I store birdbaths, statues, and other items removed from my yard?

Answer: *At your request, the work crews will move those items from your yard to a special secured section within the equipment staging area.*

Question: Where do I park my car while the soil removal is taking place at my home?

Answer: *You can park on the street near your home or another location in the neighborhood. Should anyone require transportation to and from their home and car, please contact the Resident Services Program Manager to make arrangements.*

Tab	Section	Page
2	3	3A
August 1998		

Question: Will there be any interruption of utilities related to site work? If so, for how long?

Answer: *We don't anticipate any long-term interruption of utilities from site work. Arrangements have been made with the local service providers to provide standby services if needed. There may be some planned outages of 2 to 3 hours. The EPA will make arrangements in advance with the affected parties to minimize any inconvenience.*

Question: What will happen to the landscaping I already have in my yard?

Answer: *It will be replaced. A landscape architect is part of the project team that will be available to help you plan. Landscape plans will be developed with input from the property owner.*

Question: At what times during the day will work begin and end at my home?

Answer: *The workday will begin at 7 a.m. Work crews will leave the neighborhood by 4:30 p.m. daily, Monday through Saturday.*

Question: Whom do I call if I have a problem?

Answer: *You should contact the Resident Services Program Manager. The intent of this program is to quickly answer your questions and resolve your problems. Until actual fieldwork begins, Ursula Lennox is the contact and can be reached at 214-665-6743.*

Tab	Section	Page
2	3	3B
August 1998		